

## **Hamilton Southeastern Schools**

### **Request for Proposals – Category 2 Components**

Hamilton Southeastern Schools is seeking proposals for a project to supply network equipment at its eligible locations. Bidders are advised that this project may be contingent upon the successful obtaining of Category 2 E-Rate funding, and the contract agreement between the district and the successful bidder must recognize that contingency.

Hamilton Southeastern Schools seeks an agreement that allows it to work with the selected vendor to adjust quantities and/or scale back or cancel the project entirely as needed based upon funding availability and/or the best interests of the School Corporation.

### **Project Scope**

The School Corporation seeks eligible equipment as outlined in Appendix A. Equipment shall be new, factory-sealed equipment currently available from the manufacturer; the School Corporation will not accept proposals of used, remanufactured, refurbished, "B stock," returns, open-box, discontinued, "gray market," or equipment in any other condition other than new and factory-sealed with all original manufacturer warranties.

Installation will be in place of existing equipment and the requested equipment will be integrated into the existing environment. No labor will be necessary as equipment will be installed and configured by owner.

### **Questions**

Any questions related to the technical aspects of this document should be directed to Tom Kouns, Director of Infrastructure Technologies, at [tkouns@hse.k12.in.us](mailto:tkouns@hse.k12.in.us). Answers to any written questions or any additional information, revisions, or clarifications to the RFP will be provided in the form of an addendum to be posted with the FCC Form 470 on the Universal Service (E-Rate) website. It is the sole responsibility of the Service Provider to check for any addenda that may be issued.

### **Response Format**

Responses should include the following, if applicable:

- Applicable items should include all related software and hardware components that enable the functionality of the equipment (including any necessary mounting brackets, software licenses, multi-year licenses, and basic maintenance).
- If applicable, vendor is to specify all fees, shipping charges, taxes, surcharges and contingency fees for eligible equipment.
- If applicable, vendor is to specify the manufacturer's warranty provided as an integral part of an eligible component without separately identifiable cost.
- Any ongoing subscription pricing must be listed separately.

Your response **must** include the following information:

1. Line-item pricing for each item listed in Appendix A. Any discounting applied to your proposal must be reflected at the line-item level. **This information must be provided in electronic spreadsheet form.**
2. In the case of proposed equivalent products, a thorough technical description of how each product from the manufacturer being bid meets each of the required functionalities of the product listed below.
3. Information outlining your company's certifications and connections regarding the manufacturer's equipment being bid, and length of time your company has provided equipment from the manufacturer being bid.
4. Two (2) reference sites where your company has performed a similar installation of the equipment being bid, including business name, contact name and contact information. It is preferable that at least one reference should be for a school corporation or library system within 90 miles of the School Corporation.
5. Your E-Rate SPIN Number. (You must have a current SPAC form on file with USAC.)
6. A ready-to-execute contract which includes the proposal requirements and the E-Rate contingencies outlined herein.

The School Corporation's review of information will be primarily focused on the substance of the details provided in response to the requirements herein including but not limited to technical details, pricing and terms, experience, references, and adherence to the response format provided. Line-item pricing must be provided for each item listed in the bid (any discounting in pricing on the bid must be reflected at the line-item level).

### **Proposal Delivery**

Hamilton Southeastern Schools reserves the right to reject each and every bid, and to waive informalities, irregularities, and errors in the bidding to the extent permitted by law. This includes the right to extend the date and time for receipt of bids. In the event that a responsible bid is not received or if it is determined that the low bid received is too high, the bid received will be rejected and the project will be cancelled or re-bid.

Hamilton Southeastern Schools will receive sealed bids at the Hamilton Southeastern Schools Central Office, 13485 Cumberland Road, Fishers, IN 46038 until 11:00am EST, on December 14, 2022 at which time they will be publicly opened and read aloud. Envelopes containing bids shall be plainly marked "Bids – E-Rate Network Infrastructure Upgrade." Bids received after the designated time will be returned unopened.

Bidders must submit a hard copy of their bid **AND an electronic version** of the bid response (including any required forms) on a USB flash drive in a sealed envelope, with their firm's name and address clearly indicated on the envelope. Note that FAXED bids are not acceptable and will be rejected as non-responsive.

## APPENDIX A

Below is a reference of the type of equipment and capacities (or their equivalent) to be supplied. Bidders should price separately and clearly indicate any ineligible costs for all services and equipment associated with this RFP. Proposed equipment should be compatible with Aruba NetEdit. No installation is needed, as school corporation staff will install all components.

### Elementary Schools

Part Number	Description	Manufacturer	Quantity
JL659A	Aruba 6300M 48SR5 CL6 PoE 4SFP56 Switch	HP Enterprise	48
JL660A	Aruba 6300M 24SR5 CL6 PoE 4SFP56 Switch	HP Enterprise	2
JL670A	Aruba X372 54VDC 1600W AC Power Supply	HP Enterprise	100
JL670A ABA	Included: Power Cord	HP Enterprise	100
JL665A	Aruba 6300F 48G CL4 PoE 4SFP56 Switch	HP Enterprise	33
JL665A – ABA	Included: Power Cord	HP Enterprise	33
JL702C	Aruba 8360-16Y2C v2 FB 3F 2AC Bundle	HP Enterprise	13
JL702C ABA	Included: Power Cord	HP Enterprise	13